

**2<sup>ND</sup> SQUIRRELS HEATH SCOUT GROUP**  
**MINUTES OF ANNUAL GENERAL MEETING**  
**25<sup>TH</sup> SEPTEMBER 2021 @ ARNAUD LODGE**

**Members Present:-**

Neil Dashfield (ND) – Chairman; Glynis Youngs (GY) – Secretary; John Reed (JR) – GSL; Shane O’Brien Passfield (SOBP) James Youngs (JY) – ASL; Gez Walsh (Gez) – CSL; Charlie Lovegrove (CL) – ABSL; Sally Westfallen (SW) – ABSL; Charlotte Reed (CR) – OH; Robert Youngs – OH;  
Parent representatives ~ Andrew Bailey (cubs);  
Parents - Jo Briton, Kerry Hatcher, Amanda Bailey, Tamanna Sharma, Aneela Young, Lee Young, Saira Shafiq, Samantha James, Tess Morgan, Hannah Baines, Martin Hynes, Sian Rudd, Stephen Rudd, Scott Larkin, Joe Keaney,  
Susan Pannell, Bob Pannell, Cathy Frost, Kelly Leslie, Rutt Stone, Rhodri Stone, Sharon Spry  
District Representative – Dean Jeffries (DJ) – Acting DC;

**1. Welcome/open meeting**

ND opened the meeting at 3.03pm and welcomed all.

**2. Apologies for absence**

Mike Towler (MT) – Treasurer;

**3. Approval of Minutes of previous AGM (12/7/2019).**

Agreed the minutes of the AGM – ND proposed and GY seconded.

**4. Matters arising from previous AGM minutes**

Will be covered later in the meeting.

**5. Financial report**

JR – not collected subscriptions for 2 months.

MT – report attached.

From MT – 5 bank accounts – Beavers £254.92, Cubs £734.61, Scouts £1306.60, Group Scout A/C £4665.16 and Arnaud Lodge £27,415.36, totaling £34,376.62, £13827 up on last year;  
Key Expenditure – Capitation £2876, Insurance £2576, Building work/maintenance £7722, Utilities £2234

Key Income – Local Authority Grants £20350, Lettings (Pre-school) £6215.

GY – all external lettings have been stopped.

**6. Beaver Scout Section report**

CL – Report attached;

**7. Cub Scout Section report**

GW – Report attached;

ND – will be sad to see Gez go and thanked him for his contribution.

**8. Scout Section report**

SOBP – lost 3 scouts recently, had a summer camp at Skreens – 27 attended. Got a permit. Healthy number of scouts and regular attendance. Have spoken to the group and they decided what to do.

Will be doing the Dragon challenge from October 2021 to October 2022 – camp for 1 night a month – will give a heads up. Went to Thorndon Park recently – orienteering. Trying to do more outdoor activities.

**9. Scout Section report**

JR – Report attached;

**10. Arnaud Lodge Maintenance (ALM) Report**

JR – Report attached;

**JR had control of the meeting**

**11. Election of Officers**

Chairman – Neil Dashfield ~ Proposed JR, Seconded GY – carried;

Treasurer – Mike Towler ~ Proposed JR, Seconded GY – carried;

Secretary – Glynis Youngs ~ Proposed JR, Seconded ND – carried;

**12. Election of Parent representatives for SGE**

ND requested volunteers for the three sections;

Volunteers – Tamanna Sharma for beavers, Shuba Catan for cubs and John Cheeswright for scouts;

All volunteers proposed by JR and seconded by GY.

GY collected contact details after meeting;

**13. Any other business**

Address by District Representative

DJ – hardest thing to stand up in front of you. Thanked everyone for keeping the group working when they can be doing other things. Celebrate what has been achieved in the last 12 months. Lots of badges out there – some more unusual such as Cave miner badge and Handyman badge as demonstrated in an old copy of list of badges.

All we do makes a difference and if need help then request it from District.

ND – don’t do this for the plaudits.

JR – number of people have children in the group who were scouts themselves.

JR – received a donation from The Drill – collected £650 whilst the Euros were on in the pub.

**14. Details of next meeting**  
**15. Close meeting**

TBC - probably July 2022;  
Meeting closed @ 3.45pm:

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2ND SQUIRRELS HEATH GROUP ACCOUNTS 2020/2021

Account	Opening Balance £	Income £	Expenditure £	Closing Balance £
Beaver Account	1065.07	320.32	1130.47	254.92
Cub Account	1851.12	246.10	1362.61	734.61
Scout Account	1196.05	1194.84	1084.29	1306.60
Group Scout Account	1676.41	6312.46	3323.71	4665.16
Arnauld Lodge Account	13735.88	26614.48	12935.00	27415.36
Total	19524.53	34688.20	19836.08	34376.65

Key Areas of Expenditure	£
Capitation	2876
Insurance	2576
Building Work/Maintenance	7722
Utilities	2234

Key Areas of Income	£
Local Authority	20350
Lettings	6215

Mike Towler-Treasurer.

23/09/2021

Item 6 - Beaver Scout Section Report

ny has

In what has been an extremely difficult year, our Beavers have continued to go from strength to strength. The lockdowns meant an end to face-to-face Beaver meetings, however, this did not stop our Beavers working throughout the lockdown. We had Beavers working on a series of both Challenge and Activity badges. Myself and John sent a lot of badge work out to parents and it was amazing to see plenty of worksheets and pictures, and general enthusiasm for more badge work sent back to us. By December 2020, 10 Beavers had completed all of the components of the 6 Challenge Badges and were awarded their Chief Scouts Bronze Award, and upon returning in April 2021, that number rose to 13 Beavers. This is the highest number of Bronze awards that our colony has ever awarded in a year. This shows what fantastic work our Beavers were doing, in spite of the pandemic. This enthusiasm for earning badges has only grown since we have welcomed 18 new Beavers into our colony to date, since returning from lockdown. Our Beavers programme involves a lot of Challenge Badge focus and many of our Beavers take the time to complete Activity Badges at their own accord. From March 2020 to date, we have awarded 229 different badges, which is a fantastic achievement.

As well as Badge work achievements, our Beavers colony has also taken part in various other events. Last year, a lot of our Beavers, as well as the Cubs and Scouts, took to their doorsteps in their uniforms to clap and cheer for the NHS, care workers and other key workers, on Thursday 23rd April 2020, in honour of St George's Day. As well as this, the Beavers made pebble designs thanking the care sector for being the unsung heroes throughout the pandemic. Also, 3 of our Beavers last year, designed pictures and made up a hamper of food and treats, which was given to the Stroke Ward staff at Queens Hospital. They were so thankful for the kindness in which our colony demonstrated, at what was such a difficult time. In November, our Beavers also made Remembrance Day Pictures which were put on the Hornchurch District website, they were all fantastic! Another community event that our Beavers were passionately involved in, was the St Francis Hospice project. The Beavers coloured cheerful pictures for their patients and raised a total of £438.96 through the Hospices' Jam Jar Army! I would just like to take this moment to thank Charlotte for organising this very successful project and thank you to all of the Beavers involved; the hospice were very grateful for our donations. Just last week, we held our first sleepover in 2 years- which was dinosaur themed- and it was a success! The Beavers enjoyed dinosaur activities and seemed to have a fantastic time. We have many events planned for the future, including a new community project and more exciting activity days for our Beavers too.

We had 24 Beavers at the start of March 2020, and with 22 now, and a waiting list at the moment of 10 for the future- our colony is continuing to be recommended and is growing at a very fast pace. We also continue to have an exceptional team of leaders and young leaders, as well as a brilliant network of supportive parents as well. Firstly, I would like to say thank you to John for all of his hard work across the board, working with all 3 sections, and another massive thank you to our team of Beaver Leaders; Sally, Lisa and Emma, who without, the colony would not be as great as it is. Another thank you to our Young Leaders as well - Niamh, Ava and Josh who also work tirelessly to ensure our Beavers have fun and enjoy attending every single week. Thank you also to Tamanna Sharma who is our wonderful Beaver parent representative, she set up and regularly updates our Beaver WhatsApp group to keep our parents well informed. A final thank you must go to our current Beavers and those who have recently moved into Cubs, you are all fantastic children, the future of scouting, and are credits to our exceptional scout group; which is truly second to none.

2nd Squirrels Heath Cubs 25th September 2021

Hi all and thank you for comming  
 At the moment we have 29 cubs of wich we have appointed 4 6ers  
 Daniel, Lucas, Samual & Zack & 3 2nders James, Sam & Finlay.  
 We started back on the 29th/04/21 in two groups wich all setaled in very well.  
 In this time we have been working on back to basic scouting.  
 Which we have all fully enjoyed with putting up tents how to make fires and some  
 cooking.  
 Cubs have lernt some new games and how to make a cup of tea. We will start to  
 get out camping next year and all the hands on work which they will find very  
 injoyable.  
 I would like to say a big thank you to all my young leaders who make the evening  
 so much fun and there hard work. Also to Lorraine who looks after a lot of the  
 paper work.  
 I am sad to say i will be stepping down in July of next year for personal reasons  
 and I hope with your help one of you will fill the space and get as much out of  
 scouting as i did.

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**ARNAUD LODGE MAINTENANCE REPORT**  
**TO THE AGM 25<sup>th</sup> SEPTEMBER 2021**

As with most things the pandemic played havoc with some aspects of the maintenance of the lodge.  
 Several jobs that we had planned for the year had to be postponed or stopped halfway through.

We did manage to get some work done: -

The wall of the garage / store that had been pushed in due to a collision with a car has been rebuilt and a  
 new roller shutter door fitted.

A longer lintel has been fitted to the gent's toilet enabling us to fit a wider door for disabled access.

New door locks with vacant / engaged tell tales have been fitted to all the outer and cubicle doors of both  
 toilets.

All the statutory checks and testing are up to date, that is PAT testing, Fire Alarm and extinguisher checks  
 and servicing, Boiler servicing and emergency light tests. Also fire drills.

The group trailer has been totally refurbished and now has an aluminium body rather than rotten plywood.

Extra sanitising points were fitted in the hall and signage and markings required during the pandemic were  
 fitted.

The grass in the field, drive and around carpark has been regularly cut keeping the field in excellent  
 condition. We did have a panicking Rainbows leader phoning up and saying that there was a strange man  
 in the field cutting the grass. I asked who she thought cut the gras and assured her that the strange man  
 was our ASL and was fully DBSd.

Outstanding work to be done over the next year: -

Finish converting the gent's toilet into a disabled toilet also to be used by adult staff and to include a baby  
 changing facility.

Reinstate the stairs over the main entrance to allow access to the loft space.

Install new composite double doors to the fire exit into the field to replace the rotten doors / frame.

Re-rack the main store and remove a dividing wall to give us more space, fit a small consumer board and  
 rewire the lighting and power circuits including new lights. Remove all unused, and damaged gear from the  
 store and dispose of it.

All gutters to be cleaned before the onset of winter.

Instal two large soakaways in the field to take the extra water from the extension that we did not consider  
 when we built it. But the benefits of the extension far outweigh the problems.

Cut back all unnecessary plant growth around the site. We are waiting for a survey from a tree surgeon to  
 decide what trees need trimming or removing. Some of the trees are overhanging properties in Cavenham  
 gardens and are a source of complaints.

Take action to stop the water from an adjacent property being diverted onto our property causing water  
 ingress into the main store. Seal round the bottom of the stores with tanking slurry to prevent any further  
 ingress of water.

To remove from site all cement board that was the roof of the main store. This will need to be done by a  
 specialist contractor.

We will be having a work weekend over 1 of the half term weekends where we would ask that parents  
 come along and help us do some of the outstanding work. We try and do most of the work ourselves to  
 save money as the less we spend on maintenance the more that is left to spend on your child.

**GSLs REPORT TO THE AGM**  
**25<sup>TH</sup> SEPTEMBER 2021**

Item 9

Good afternoon,

Thank you all for coming to our AGM.

The year 1<sup>st</sup> April 2020 to 31<sup>st</sup> March 2021 was possibly the hardest year in the history of scouting certainly in my 40 years working with the 2<sup>nd</sup> Squirrels Heath Scout Group.

During that year we only had two months of face-to-face meetings and they were restricted to 15 members including leaders. This meant that we had to split the sections into two groups each group meeting on alternate weeks. This made for a very disjointed programme for all the sections.

The Beaver section put out an enormous amount of badge work to which we got a very good response enabling 16 beavers to gain their Bronze Award before moving on to Cubs.

Many of the Cubs gained badges whilst on lockdown also.

Initially a lot of badge work was put out to the Scouts but Mostly the response was very poor. After several attempts it was felt that it was not worth continuing to send work out. There were some exceptions to this and as well as doing the work that was sent out some scouts went on and sought out their own badgework. One lad gained 19 badges while on lockdown. This shows what a bit of initiative and encouragement can do.

As a group we decided to stop collecting subs during lockdown as we felt that we could not charge for a service we were not providing. This led to our section finances taking a big hit when not only did HQ insist that we pay full capitation but increased their part. It was only due to county and district reducing their share that we managed to survive. The other thing that kept us well financed was the Small Business grants that we received from LBH. As a group we came out of the pandemic in good financial shape as you would have heard in the financial report.

Due to the length of the lockdown many young people had reached the age of moving on by the end of March and when we finally got the all clear to start meeting again in May 2021 we had 16 Beavers ready to go into cubs in one hit. This left us with only 3 Beavers and gave the Cub section a problem with numbers. The Beaver section now numbers 22 and we have 10 on the waiting list due to age.

Several Cubs were due to move up to Scouts and the section managed to absorb the 16 Beavers. This left their number higher than we would like but as more Cubs have now moved on the number has dropped to a manageable level.

Due to the higher ratio of Scouts to Leaders allowed there was no problem taking the cubs and the troop is currently running at 26 members. 4 Scouts have since moved into explorers or become young leaders.

The pressures imposed on leaders have increased over the last few years, especially new leaders who now must complete 5 training modules in a very short time. This makes my job seem to be the man with the whip reminding and encouraging them to get the training done. The other major time-consuming item is risk assessments which must be completed for every single activity that we do. Some of these are generic and can cover many activities but most of them especially for Scouts are activity specific.

We are pleased to welcome Tamanna Sharma to our executive committee as the Parent Representative for the Beaver section. The Cub and Scout sections are currently without Parent Representatives as the children of the current reps have now moved into different sections or onto explorers or Y/Ls.

Tyler Hudson and Eddie Parker have joined us as Assistant Cub Scout Leaders and Emma Barton has joined the Beaver team as sectional assistant whilst Charlie Lovegrove has, since January been the new Assistant Beaver leader, they are all ex Young Leaders and I know they will be a great asset to the group.

We also have a great team of young leaders, mostly ex Scouts and some that are doing their 3 months volunteering for their DOE Bronze Award.

As a group we are in a very good position. We were amongst the first to get back to full face to face Scouting with the Scout section having a 7-night summer camp this August and the Beavers enjoying a sleepover just last weekend. We have a solid member base and a very supportive group of parents. By far our greatest strength is the dedicated team of leaders and executive committee.

You would have heard during the Cub report that Gez Walsh will be stepping down as Cub leader next July, he has been with us for 5 years and runs a very good Cub Pack. He is well liked and respected by all the group members and leaders alike. He was a parent that stepped up when the last Cub leader left at only 2 weeks' notice. I was very surprised when he told me of his decision, good leaders are very hard to find, it will be a job to replace him. I have been on many events with Gez and his one aim has always been to give the Cubs a safe, friendly and enjoyable time while teaching them skills they would not otherwise learn. I know we will all miss him and his sense of humour, me especially. His reasons for stepping down are his own and I can only thank him for the work he has done with the pack and giving me plenty of notice. I wish him well for the future. wish him well for the future.

You must all know what is coming next. Is there anyone out there who would like to take an appointment for the position of Cub leader. We will give you all the training and support for you to fill the role. But do not believe anyone who tells you it is only for 2 hours a week.

The scout association have run pilot schemes over many months to start a new section in groups. They have called this section Squirrels and it is for 4- to 6-year-olds. This has now been opened up to all groups. We have yet to discuss this at an exec / leader meeting but it would require at least an extra 3 committed leaders who would need to do some section specific training as well as the generic training all leaders have to do.

Thank you once again for giving up your Saturday afternoon to listen to what has been said at this meeting. It is now almost time to enjoy the rest of the afternoon by joining us outside, eating and drinking and hopefully asking us questions about how your child is progressing.

At the end of the day, we like to think of the 2<sup>nd</sup> as a family friendly group with most of our new members coming to us on recommendation. All I can say is "Keep them coming".

As for me, after we finish here I will be going home to begin revising the 5-year development plan for the group that was almost finished when covid put a spanner in the works.

I wish you all good health and fortune in the coming year.

John Reed.

Group Scout Leader.



Receipts and payments accounts

For the period from	01/04/2020	To	31/03/2021
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**Section A Receipts and payments**

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Fundraising	-	-	-	-	-
Donations	1,154	-	-	1,154	-
Rent	6,265	-	-	6,265	-
Membership Fees	770	-	-	770	-
Capitation	3,185	-	-	3,185	-
Misc	136	-	-	136	-
Government grants	20,349	-	-	20,349	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>31,859</b>	<b>-</b>	<b>-</b>	<b>31,859</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>31,859</b>	<b>-</b>	<b>-</b>	<b>31,859</b>	<b>-</b>
<b>A3 Payments</b>					
Utilities	2,342	-	-	2,342	-
Repairs / Cleaning	6,017	-	-	6,017	-
Insurance	2,577	-	-	2,577	-
Resources / activities	1,078	-	-	1,078	-
Trips/camps	100	-	-	100	-
Capitation	2,877	-	-	2,877	-
Equipment	1,999	-	-	1,999	-
Misc.	19	-	-	19	-
	-	-	-	-	-
<b>Sub total</b>	<b>17,009</b>	<b>-</b>	<b>-</b>	<b>17,009</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>17,009</b>	<b>-</b>	<b>-</b>	<b>17,009</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>14,850</b>	<b>-</b>	<b>-</b>	<b>14,850</b>	<b>-</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>19,527</b>	<b>-</b>	<b>-</b>	<b>19,527</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>34,377</b>	<b>-</b>	<b>-</b>	<b>34,377</b>	<b>-</b>

**Section B Statement of assets and liabilities at the end of the period**

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank	34,265	-	-
	Cash	111	-	-
		-	-	-
	<b>Total cash funds</b>	<b>34,377</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			
		<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Endowment funds</b>

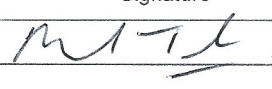
B2 Other monetary assets	Details	to nearest £	to nearest £	to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-

B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	MICHAEL TOWLER	23/11/22



**Section A Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
2<sup>nd</sup> Squirrels Heath Scout Group

**On accounts for the year  
ended**

31 March 2021	<b>Charity no (if any)</b>	303705
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**Set out on pages**

*(delete this box to indicate the page numbers of additional sheets)*

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2021**.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

22/11/2022

**Name:**

Ian Douglas FCCA

**Relevant professional  
qualification(s) or body  
(if any):**

Association of Chartered Certified Accounts

**Address:**

Plan A Financials  
Suite 17, Essex House , Station Road  
Upminster, Essex, RM14 2SJ

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**